

**BY ORDER OF THE COMMANDER  
908TH AIRLIFT WING**

**908TH AIRLIFT WING INSTRUCTION  
21-101**



**8 OCTOBER 2015**

***Maintenance***

***ENROUTE MAINTENANCE SUPPORT***

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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(Lt. Col. William J. Friday Jr)

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This instruction implements Air Force Policy Directive (AFPD) AFPD 21-1, *Air and Space Maintenance*. It provides guidance and assigns responsibility for enroute maintenance support of all 908th Airlift Wing (908 AW) assigned aircraft. Aircraft covered by this instruction are in “Not Mission Capable” (NMC) status and are away from home station procedures for transferring aircraft to a depot or contract facility. This instruction emphasizes readiness and support to Air Expeditionary Forces and applies to all personnel assigned to the 908 AW. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847 *Recommendation for Change of Publication* as prescribed by AFI 11-215, *USAF Flight Manual Program (FMP)*. Route AF Form 847 to the 908 MXG/ MXA at Maxwell AFB AL. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 37-123 (will convert to AFMAN 33-363), *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://afrims.amc.af.mil/>.

***SUMMARY OF CHANGES***

This document revision includes the following: deletes AMC Logistics Readiness Center (AMC)/LGRC) funding (paragraph [1.2.2](#)). Changes AMC/LGRG to 18 AF/XLOC (paragraphs [2.3.1](#), [A2.1](#), [A2.2.2](#), [A2.2.3](#), [A2.3.2](#), [A2.3.3](#)). Changes 908 AW/CP to 908th Maintenance Operations Center (908MOC) (paragraphs [A2.2.3](#), [A2.3.3](#)). Changes Air Force Reserve Command Post (AFRC/CP) to Air Force Reserve Command Center (AFRC/DOOC) (paragraphs

[A2.2.5](#), [A2.3.5](#), [A3.1](#), [A3.3.4](#)). [Attachment 2](#) and [Attachment 3](#) provide specific instructions on maintenance, repair, and recovery of NMC aircraft on an Air Mobility Command (AMC) or unit-funded mission. [Attachment 4](#) provides a 908 AW listing of key points of contact, and [Attachment 5](#) and [Attachment 6](#) provide a listing of key wing and maintenance group personnel. Finally, [Attachment 7](#) provides all necessary Fund Cites and Shop Codes.

## 1. Responsibilities:

### 1.1. Operations Group Commander (908 OG/CC):

1.1.1. Aircrews are knowledgeable of procedures for obtaining logistical and maintenance support for the purpose of recovering NMC aircraft away from home station.

1.1.2. Unit mission planners clearly delineate mission type for each planned mission leg categorized and coded as either AMC-directed or unit-directed.

### 1.2. Maintenance Group Commander (908 MXG/CC):

1.2.1. Procedures are established to identify logistical requirements for the purpose of recovering NMC aircraft away from home station.

1.2.2. The aircraft commander has funding information to include: AF Form 616, *Fund Cite Authorization* or a point of contact who may initiate and authorize the AF Form 616, *Fund Cite Authorization*. Fund cites are located in aircraft forms binder.

### 1.3. Aircraft Commanders (AC's):

1.3.1. The following information is reported to home station when aircraft is unable to continue or complete the assigned mission:

1.3.1.1. Aircraft tail number.

1.3.1.2. Location to include GO81 Geographical Location (GEOLOC) code if known.

1.3.1.3. Point of contact and phone number.

1.3.1.4. All discrepancies requiring support.

1.3.1.5. All agencies mentioned in [Attachment 3](#) are contacted with requirements or plan of action. See [Attachment 5](#) for points of contact and phone numbers.

## 2. Procedures:

2.1. Mission Essential Ground Personnel (MEGP) will help facilitate the repair of off-station NMC aircraft by utilizing maintenance support and command and control agencies as outlined in [Attachment 2](#).

2.2. 908 MXG/CC or senior maintenance representative will assemble a Maintenance Recovery Team (MRT), parts, and equipment to recover aircraft and coordinate actions with 18 AF TACC/XOCL, if required.

2.3. Maintenance Recovery Team:

- 2.3.1. Make an initial assessment of NMC aircraft recovery requirements and provide 908 MOC and 18 AF TACC/XOCL, if required, with an estimated time of completion (ETIC) and requirement for any additional support.
- 2.3.2. Provide a work progress status every 6 hours or upon expiration of current ETIC.
- 2.3.3. Ensure that all equipment and parts are accounted for and returned to home station.
- 2.3.4. Ensure the crew chief or person in charge contacts base supply at the deployed location, and the home station Maintenance Supply Liaison (MSL) at DSN 493-6682. Base Supply and the MSL will coordinate to get the needed parts.

ADAM B. WILLIS, Col, USAFR  
Commander

**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFPD 21-1, *Air and Space Maintenance*.

AFI 21-101\_AFRC\_SUP, *Aircraft And Equipment Maintenance Management*,

AFI 21-103\_AFRC\_SUP, *Equipment Inventory, Status And Utilization Reporting*,

AMCI 21-108, *Logistics Support Operations*,

***Abbreviations and Acronyms***

**ETIC**—Estimated Time of Completion

**GEOLOC**—Geographical Location

**MEGP**—Mission Essential Ground Personnel

**MRT**—Maintenance Recovery Team

**MSL**—Maintenance Supply Liaison

**NMC**—Not Mission Capable

**e-Publishing**—the e-Publishing website ([www.e-publishing.af.mil](http://www.e-publishing.af.mil))

**SMO**—Systems Management Office

**TACC**—Tanker Airlift Control Center

## Attachment 2

### NMC AIRCRAFT OPERATING ON AN AMC-DIRECTED MISSION

**A2.1.** Aircraft operating on AMC-directed missions are under the command and control of AMC through the Tanker Airlift Control Center (TACC) and will be provided maintenance repair support, if needed, through the 18 AF TACC/XOCL. For both agencies to fulfill their commitments to ensuring global command and control and maintenance support, it is imperative aircraft commanders provide timely reporting of mission and aircraft discrepancies. Listed below are actions required of aircraft commanders and MEGP to help affect the repair and recovery of NMC aircraft.

**A2.2.** At an AMC base or AMC operating location:

A2.2.1. Utilize available AMC resources to analyze and trouble-shoot the maintenance discrepancy. Ensure all repair action is properly documented in the AFTO Form 781, *AFORMS Aircrew/Mission Flight Data Document*.

A2.2.2. Aircraft Commander will contact 18 AF TACC/XOCL and advise them of the NMC maintenance discrepancy. 18 AF TACC/XOCL is responsible for coordinating maintenance support for the repair and recovery of your NMC aircraft.

A2.2.3. MEGPs will contact the 908 MOC, provide them with the G081 GEOLOC code, and inform them of NMC aircraft discrepancy and 18 AF TACC/XOCL's plan, if available, to repair it. The 908 MOC will notify 908 MXG and 908 OG of the current situation and aircraft status. If the 908 MOC is not operating, MEGPs will contact the 908 Command Post (CP) which will assume this responsibility and perform the tasking of the 908 MOC. If both 908 MOC and 908 CP are unavailable, the MEGPs will contact the 908 MXG/CC or 908 OG/CC directly.

A2.2.4. Aircraft Commander will coordinate aircrew options with 18 AF TACC/XOCL and inform 908 OG/CC.

A2.2.5. MEGPs will coordinate aircraft parts requisitions and/or the need for a MRT through 18 AF TACC/XOCL and relay this information to the 908 MOC.

**A2.3.** At a non-AMC base:

A2.3.1. Utilize existing maintenance support to analyze and repair a maintenance discrepancy, if possible.

A2.3.2. Aircraft Commander will contact 18 AF TACC/XOCL and advise them of the NMC discrepancy. 18 AF TACC/XOCL is responsible for coordinating the maintenance support for the repair and recovery of your aircraft.

A2.3.3. MEGPs will contact the 908 MOC, provide them with the G081 station GEOLOC code, and inform them of the NMC aircraft discrepancy and 18 AF TACC/XOCL's plan, if available, to repair it. The 908 MOC will notify 908 MXG and 908 OG of the current situation and aircraft status. If the 908 MOC is not operating, MEGPs will contact the 908 CP which will assume this responsibility and perform the tasking of the 908 MOC. If both 908 MOC and 908 CP are unavailable, the MEGPs will contact the 908 MXG/CC or 908 OG/CC directly.

A2.3.4. Aircraft Commander will coordinate aircrew options with 18 AF TACC/XOCL and inform 908 OG/CC.

A2.3.5. MEGPs will coordinate aircraft parts requisition and/or MRT support through 18 AF TACC/ XOCL and relay this information to the 908 MOC.

**Attachment 3****(NMC) AIRCRAFT OPERATING ON A UNIT FUNDED MISSION**

**A3.1.** Aircraft operating on unit-funded missions are controlled through AFRC FGC/FGOB. If an aircraft is NMC on a unit-funded mission, the home unit's responsibility is to facilitate and fund the repair of the aircraft. This does not mean, however, the unit will not receive assistance from AMC or other transient maintenance. The assistance may be simply more limited or a lower AMC priority. Listed are the requirements of aircraft commanders and MEGPs to help effect the repair and recovery of NMC aircraft on unit-funded missions.

**A3.2.** At an AMC base or operating location:

A3.2.1. Utilize available resources to analyze and repair the maintenance discrepancy. Ensure all repair action is properly documented on the AFTO Form 781, *AFORMS Aircrew/Mission Flight Data Document*. Provide the authorized maintenance repair fund cite or AF Form 616, *Fund Cite Authorization* to the base operating agency. Generally, if the repair parts are readily available and cost less than \$20,000.00, the host base will not ask for a fund cite or an AF Form 616, *Fund Cite Authorization*. Provide it when asked and document this on the mission set-up work.

A3.2.2. Aircraft Commander will contact the 908 Duty Officer (after duty hours contact 908 CP) and inform them of the NMC maintenance discrepancy. MEGPs will contact 908 MOC, inform them of the nature of the discrepancy and GO81 GEOLOC code. 908 MOC will notify the 908 MXG/CC to develop a repair and return plan. If the 908 MOC is not operating, MEGPs will contact the 908 CP which will assume this responsibility and perform the tasking of the 908 MOC. If both 908 MOC and 908 CP are unavailable, the MEGPs will contact the 908 MXG/CC or 908 OG/CC directly.

A3.2.3. Aircraft Commander will coordinate aircrew options with 908 OG/CC. For some malfunctions, where there is a lengthy ETIC, it may be more prudent to secure the aircraft and ensure all personnel return to Maxwell AFB via commercial or military transportation. 908 MXG/CC will determine if MEGPs will remain with the aircraft.

A3.2.4. If determined MEGPs can repair aircraft, all parts requisitions will go through 908 MSL via 908 MOC. If after duty hours, contact 908 CP for supply stand-by assistance.

A3.2.5. Contact AFRC/A3OC and advise them of your NMC status and the plan, if known, to recover the aircraft.

**A3.3.** At a non-AMC base operating facility:

A3.3.1. Utilize existing maintenance support; analyze and repair a maintenance discrepancy if possible.

A3.3.2. Aircraft Commander will contact the 908 Duty Officer (after duty hours contact 908 CP) and inform them of the NMC maintenance discrepancy. MEGPs will contact 908 MOC, inform them of the nature of the discrepancy and GO81 GEOLOC code. 908 MOC will notify 908 MXG/CC to develop a repair and return plan. If the 908 MOC is not operating, MEGPs will contact the 908 CP which will assume this responsibility and perform the tasking of the 908 MOC. If both 908 MOC and 908 CP are unavailable, the MEGPs will contact the 908 MXG/CC or 908 OG/CC directly.

A3.3.3. Aircraft Commander will coordinate aircrew options with the 908 OG/ CC. For some malfunctions, where there is a lengthy ETIC, it may be more prudent to secure the aircraft and ensure all personnel return to Maxwell AFB via commercial or military transportation. 908 MXG/CC will determine if MEGPs will remain with the aircraft.

A3.3.4. Contact AFRC/A3OC and advise them of your NMC status and the plan, if known, to recover the aircraft.



## Attachment 4

## ENROUTE MAINTENANCE SUPPORT POINTS OF CONTACT

POC XXXX	DSN-493-XXXX / Comm 334-953-
MAXWELL AFB AL Operator	1110
Maxwell Command Post	7474/1090
908th Maintenance Operations Center (MOC)	7414 908 AMXS Superintendent3047
357th Airlift Squadron-SOF	2777
908th Maintenance Group	5542/8851
Maxwell Base Supply	2005/6055
908th Operations Group	6905
357th Airlift Squadron/DO	7830
Maintenance Supply Liaison	6682
Others	Extension_____
HQ AFRC Command Center Robins AFB GA	DSN: 497-0680/0681
Commerical: 223-1784	912-327-XXXX/1-800-
HQ 18 AF TACC/XOCL, Scott AFB IL	DSN: 779-0363
Commerical:	618-229-0363
Toll Free:	1-800-247-6625 (AIR MOBL)

**Attachment 5****908TH AIRLIFT WING KEY PERSONNEL**

Office/Name	Cell
OG/CC	1-334-669-9081
AS/DO	1-334-220-8965
MXG/CC	1-334-220-0982
MXS/CC	1-334-462-9083

## Attachment 6

## 908TH MAINTENANCE GROUP

DSN: 493-XXXX/ COMM: 334-953-XXXX Shop	Extension
Production Superintendent	3049
Flightline	7598
Propulsion Flight	6025/2144
Maintenance Flight	7943
Inspection	5878
Aerospace Repair	2413
Accessory Flight	5775
Electrical & Environmental	6974
Fuel Cell	5622
Pneudraulics	7266
Avionics Flight	5304
Communication/Navigation/Mission	7204
Instrument & Flight Control	5978
Electronic Warfare	8856
Munitions	7298
Fabrication Flight	5559
Structural	6973
Metals	6966
Survival	7316
Maintenance Operations Flight	7131
Budget	7090
Material Control	8855

**Attachment 7****SUPPLY/REQUISITION INFORMATION****FUND SITES:**

BUDGET CODE 8: 59X3740 54X 6282 M2210D 01 644 667100

BUDGET CODE 9: 59X3740 54X 6282 M2210D 01 609 667100

FEDERAL EXPRESS: 59X3740 54X M22103 01 59219 667100

(Note: X denote fiscal

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